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Note for Ellis, Cathy

From: Ellis, Cathy
Date: Mon, Dec 12, 1994 11:19 PM
Subject: INBIFO Visit
To: Bickett, Joe; Burnley, Harold; Carboni, Judy; Carchman, Rich; Cox, Richard; Ellis, Cathy; Grubbs, Harvey; Heretick, Dick; Lilly, Cliff; Lively, Ron; Miracle, Jim; Whidby, Jerry

Senior Team:

I would like to invite all members of the Senior Team to become familiar with INBIFO in 1995. We are currently planning a trip to CRC and INBIFO on Sunday, Jan 22. Interested members of the senior team could travel with us to Brussels and tour CRC on Monday. We will travel to Cologne Monday afternoon and tour INBIFO on Tuesday. Please let me know if you are interested in this particular trip or would like to come with us later in the year.

I plan to give you a brief overview of INBIFO at a Senior Team Meeting before January 22.

Cathy

Note for Ellis, Cathy

From: Ellis, Cathy
Date: Mon, Dec 12, 1994 11:11 PM
Subject: Two Items for Your Attention
To: Bickett, Joe; Burnley, Harold; Carboni, Judy; Carchman, Rich; Cox, Richard; Ellis, Cathy; Grubbs, Harvey; Heretick, Dick; Lilly, Cliff; Lively, Ron; Miracle, Jim; Whidby, Jerry

To R&D Senior Team:

There were two items brought up at the 12/12 Senior Team that require your assistance and/or feedback. The items are as follows:

1. Christmas Chorale - Friday 12/16 at 2:30 in the Lecture Hall. The Senior Team is requested to take part in the festivities (don't worry - we don't have to sing). Please come with a scarf, hat, gloves, and/ or ear muffs in a bag. During the chorus of "Walkin in a winter wonderland", we will put on our more colorful items sit on the stage and sway back and forth to the music. The funnier the look the better. While I was asked to do something like this during this part of the show, I think the participation of the whole Senior Team is more appropriate. Let's surprise the chorus and the organization! Thanks.

2. Earlier in the year, Ken gave us a number of items for which we were accountable. These include

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